

## **MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION**

### **MINUTES OF THE REGULAR MEETING OF APRIL 7, 2014**

The meeting of the Montgomery Economic Development Corporation Board of Directors was called to order with a quorum present by Mr. Kirk Jones at 7:00 p.m., Monday, April 7, 2014 at the Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas.

#### **MEMBERS PRESENT:**

Kirk Jones, Russell Skinner, Cheryl Fox, Dave McCorquodale, Julia Wall, Bill Hanover and Bob Kerr.

#### **ABSENT:**

None

#### **ALSO PRESENT:**

Bill Kotlan, Alex Primeau, Shannan Reid and Erik Smith

#### **PUBLIC COMMENT:**

No Public Comment.

#### **APPROVAL OF MINUTES FOR MARCH 3, 2014**

Mr. McCorquodale made a motion to approve the minutes of March 3, 2014 as presented. The motion was seconded by Ms. Wall and approved unanimously.

#### **MONTHLY FINANCIAL REPORT**

Mr. Kotlan reviewed the financial report for February and pointed out that the sales tax figure for February included a payment made in error that would be deleted from the March allocation. Mr. Skinner moved approval of the financial report as presented. Ms. Fox seconded the motion which was approved unanimously.

## **CONSIDERATION AND POSSIBLE ACTION ON COOPERATIVE MARKETING PROGRAM**

Ms. Reid made a presentation of possible program to apply MEDC marketing funds toward cooperative projects rather than the previous billboard. If a business agrees to display the City of Montgomery Logo, in accordance with the prescribed regulations, then MEDC would consider a monetary grant to participate in the cost of the advertisement.

Stipulations included: The business is located in the City of Montgomery. The advertisement is in good taste in the opinion of the City Administrator. The unaltered City of Montgomery logo will be placed in the artwork in compliance with the sample drawings. City Administrator will approve the artwork on behalf of MEDC prior to publication. MEDC will reimburse the expense after proof of purchase as follows: Billboard, Magazine, Newspaper, and Video advertising campaigns may be reimbursed up to 10% of the cost of the campaign or \$500 per 6 month campaign whichever is lower and to the extent budget funds are available.

City Administrator is delegated the authority to approve project that meet the requirements up to a total budget of \$3,000. Other campaigns will be brought to the board for consideration.

Mr. McCorquodale made a motion to approve the program as presented. Mr. Kerr seconded the motion which was approved unanimously.

## **CONSIDERATION AND POSSIBLE ACTION ON GRANT TO LIVE OAK ASSISTED LIVING CENTER FOR COOPERATIVE MARKETING**

Mr. Alex Primeau of Live Oak Assisting Living Center presented a request for a grant for cooperative marketing related to a billboard leased by the company for 12 months ending February 2015 and costing a total of \$4,980. It was discussed that the request meets the

requirements of the previous item for a reimbursement of \$498 after proof of purchase as received. Therefore, no action by the board was determined to be necessary to approve the request.

#### **CONSIDERATION AND POSSIBLE ACTION TO APPROVE PROPOSAL TO CONSTRUCTION BATHROOMS ON THE COMMUNITY BUILDING SITE**

Mr. Smith presented a proposal for \$30,475 from Shelly Remodeling to remodel the existing storage building on the Community Building site for use as a bathroom. Other work and materials would be needed for city forces to complete the bathroom project without a general contractor. It is estimated that the total project can be completed within the budget item for Downtown Restrooms. Ms. Fox made a motion to accept the proposal and authorize city forces to complete the bathrooms for an amount not to exceed the budget. Ms. Wall seconded the motion and it was approved unanimously.

#### **CONSIDERATION AND POSSIBLE ACTION ON PROPOSAL TO REMOVE BLIGHT**

Mr. Smith solicited bids from several contractors for removal of blighted buildings at 920 Martin Luther King, 1025 Baja, Rigsby Rd in the City. Three contractors submitted bids and the low bid was presented from Joe Jackson for \$ 9,500. Mr. Skinner made a motion to approve the bids and Ms. Fox seconded the motion. The motion was passed with Mr. Jones abstention and all other members voting in favor of the motion.

#### **CONSIDERATION AND POSSIBLE ACTION ON PROPOSAL FOR DOWNTOWN ELECTRICAL IMPROVEMENTS**

Mr. Smith presented a proposal from A& H Electric for \$2,633.00 for work related to install 7 new GFI receptacles in downtown locations along with necessary conduit and appurtenances. The receptacles will be used for downtown festivals and will become part of the downtown lighting project. Mr. McCorquodale made a motion to approve the proposal as presented. Ms. Wall seconded the motion which was approved unanimously.

## **REPORTS ON ECONOMIC DEVELOPMENT AND PROJECTS**

Mr. Kotlan gave the board reports on progress on Commercial building projects including a new office building on College, a new dentist office on Lone Star Pkwy, prospective shopping center on SH 105 and a prospective business park on FM 1097. He also reported that negotiations for additional land for parking on Maiden St. had failed.

Ms. Reid gave a report on the Economic Development Luncheon presented by MEDC and HMBA at the Lone Star Community Center. The luncheon was well attended and Mr. Kotlan and Ms. Reid gave the group an update on the economic growth and opportunities in Montgomery.

## **ADJOURN**

Mr. McCorquodale made a motion to adjourn at 9:10 pm. Mr. Skinner seconded the motion. The motion carried unanimously.